



*Classified School Employees Association Authorization
for Salary Deduction and Assignment Form*

Effective Date: _____

NAME _____ JOB TITLE _____
(Last) (First) (Middle)

SCHOOL/DEPT. _____ EMPLOYEE ID NUMBER _____

HOME ADDRESS _____ HOME EMAIL _____

_____ PHONE _____

US CITIZEN YES NO (voluntary)

DUES:

CSEA Deduction = .01 X gross income = varies /month

Individual Organizational Dues = _____ /month

In consideration of acceptance of my application for membership by CSEA, I hereby assign to CSEA my interest and rights with respect to salary or wages for services that may hereafter become payable to me by the Jefferson County School District R-1 (hereinafter the District) to the extent of the amounts set forth above.

I hereby designate CSEA my agent to collect said monthly amounts from the District and to apply said monthly amounts to satisfy my annual dues obligations to CSEA and _____.
(organization)

I authorize the District to deduct the above monthly amount from my salary or wages and transmit the same to CSEA. In the event of my termination or retirement as a Classified Employee/Para-professional, I further understand that said dues will only be collected up to the month that I leave the District's employ.

This authorization and assignment is irrevocable for the calendar year in which it is signed, and shall remain in continuous effect without the need for renewal for each subsequent calendar year thereafter unless and until revoked by me. I understand the revocation can only be made by my personal appearance at the CSEA office and my execution of a CSEA Withdrawal of Authorization for Salary Deduction and Assignment between November 15 and November 30 of any calendar year after my initial calendar year.

In the event the amount of annual dues set forth above is changed, the amount to be transmitted to CSEA by the District and the amount to be collected by CSEA from the District shall be correspondingly changed.

Date Signature

Recruited by

INSTRUCTIONS

CSEA/Organizational Dues

CSEA dues are .01 of your gross income. Example: Gross Income is \$500.00 – your CSEA dues are \$5.00; gross income is \$1,000.00 – your CSEA dues are \$10.00; gross income is \$2,000.00 – your CSEA dues are \$20.00, etc. Amount may vary from month to month.

Organizational dues are a separate deduction on your check. Those funds are used by your individual organization for programs such as JCAEOP's Scholarships, JCSSA's Christmas Gift Certificates, JCTA's Christmas Gift Certificates and Legal Defense Fund, etc. The CSEA Dues Authorization Form provides a space to insert the dues assessed by your organization, as well as a place to insert the name of your organization, as follows:

JCAEOP - OFFICE PROFESSIONALS	\$1.00
(includes School Secretaries, Financial Secretaries, Principal Secretaries, Technicians, Tutors, and Paraeducators,)	
JCAP - PARAPROFESSIONALS	\$0.50
(includes Paraprofessionals and Clinic Aides)	
JCMA - MAINTENANCE	\$3.00
(includes Maintenance Employees, Landscape, Equipment Repair and Security)	
JCTA - TRANSPORTATION	\$5.00
(includes Bus Drivers, Bus Assistants, Trainers, and Service Specialists)	
JCSSA - SUPPORT SERVICES	\$2.00
(includes Custodians, Facility Managers, Warehouse Workers, Food Service Warehouse, Small Motors, WOTC Technicians, and Campus Supervisors)	
R-1 Mechanics Association	\$2.00
(includes: Bus and Vehicle Mechanics, Body and Paint Technicians, and Fleet Warehouse.)	
JCSFSA - FOOD SERVICE	\$1.00
(includes Managers and Hourly Workers)	

Completed form may be sent to 910 Loveland Street, Golden CO 80401, in the Pony addressed to "CSEA" or faxed to 303-279-3425. If you have any questions, please feel free to contact the CSEA office at 303-279-3232.